

NEWPORT PUBLIC LIBRARY

Board of Trustees

Meeting Minutes

June 20, 2013

1. Call to order: President Mary Ambrogi called the meeting to order at 4:30 p.m. in the Rotary Board Room of the Newport Public Library.

Attendance: Mary Ambrogi, Jennifer Booth, Lynne Ceglie, Carol Cummins, Chuck Flippo, Paul Gaines, Girard Galvin, Eileen Hadfield, Robin Skuncik Jones, Justin McLaughlin, David Reed, and library director Regina Slezak.

Excused: Doriennne Farzan, Angel Gonzalez, Susan McCoy, Sheila Sulentic

Absent: David Gordon,

2. Amendment to the agenda:

There were no changes or amendments to the agenda.

3. Secretary's Report:

a. Minutes of the May 16, 2013 meeting:

Mary Ambrogi, reporting for Susan McCoy, asked for changes or additions to the minutes. Hearing none, she asked for a motion to accept the minutes as presented.

Lynn Ceglie made a motion to accept the minutes as presented. Girard Galvin seconded the motion. Mary Ambrogi, Jennifer Booth, Lynne Ceglie, Carol Cummins, Paul Gaines, Girard Galvin, Eileen Hadfield, Robin Skuncik Jones, and David Reed voted for the motion. There were no votes against. The vote was unanimous. The motion carried.

4. Finance Committee report:

Financial statements for May 2013 were reviewed. Expenses were under budget year to date with maintenance contracts and product agreements due for payment before the end of the fiscal year. Income is slightly over budget. Investments are 14% over budget year to date.

5. President's Report:

Mary Ambrogi reminded the Board that the Nominating Committee will present nominations for the slate of officers and new Board members for next year at the July meeting. A vote will be taken at the meeting to approve the nominations. The election will take place at the annual meeting in September.

6. Building and Grounds Committee:

David Reed reported work was completed on damage to the flat rubber roof and the gutters were cleaned. New electrical outlets were installed in the lan room and in the emergency stairwell area for a dehumidifier.

7. Financial Development Committee report:

Regina Slezak, reporting for Susan McCoy, reported that this year's event, A Novel Evening, has received \$21,920 so far, from 36 sponsors. The application to sell raffle tickets has been approved.

Lynn Ceglie asked for volunteers to sell tickets in the library's lobby. She will contact members by email when a schedule is ready.

8. Friends of the Library:

Chuck Flipppo reported that the Friends Bookstore had a very good year in sales. Money donated in memory of David Jenkins was given to the library for the purchase of children's furniture. The next sale will be on July 13-17 in the Spring Street lobby.

9. Director's Report:

In addition to her written report, Regina Slezak reported that Brenda Finn has retired from the library. The library has been asked to provide support for FabNewport, a grant project in conjunction with the Met School for the production of maker spaces.

The library has submitted a grant to the Champlin Foundations to request funds for the redesign of the circulation desk and new carpeting for the parking lot lobby.

10. Old business:

a. Privacy of Health Information Policy:

Copies of the policy were distributed at the May meeting for review.

Mary Ambrogi asked for a motion to approve the policy. Paul Gaines made a motion to approve the Privacy of Health Information Policy. Jennifer Booth seconded the motion. Mary Ambrogi, Jennifer Booth, Lynne Ceglie, Carol Cummins, Paul Gaines, Girard Galvin, Eileen Hadfield, Robin Skuncik Jones, and David Reed voted for the motion. There were no votes against. The vote was unanimous. The motion carried.

11. New business:

a. Behavior Policy:

Copies of the library's Behavior Policy were distributed for review. Regina would like input from the Board regarding updating the policy.

12. Adjournment:

The meeting was adjourned at 5:20

The next meeting is scheduled on July 18, 2013.